

Meeting Minutes

Date: Wednesday, May 17, 2017
Time: 12:00 p.m.
Location: Conference Room, St. Lawrence Lodge
Present:

Members Present			
X	Bonnie Monteith		
X	Pam Moorhouse		
X	Janice Twaddle (recorder)		
X	Candace Kaine (chair)		
X	Helen LeBlanc		

X = present

R = regrets

Guests: Tom Harrington, Administrator
 Dawn Dodge, A/Activation Coordinator
 JoAnn Bell (mother is on Cedar)

1. Call to Order – meeting commenced at 12:30 p.m.
2. Review and Approval of April 19, 2017 minutes
3. Business Arising – discussion of recognition of resident’s passing
 Dawn discussed the idea of a butterfly being placed outside of the resident’s room. Also, she advised that the Lodge will send a sympathy card to the family contact. Some months later, the plan is to send a “thinking of you” card or letter. Tom stated that the Lodge may also provide a bag to the family to collect personal items or even provide something to all residents that they can use while they are here. Candace suggested that a small, framed photograph of the resident could be placed somewhere central in each unit for a period of time after they pass as many times residents do not know each other’s names.

Aramark – provides food for the Lodge. Contract is renewed annually and they have been the provider since 2004. JoAnn asked if it would be possible to have butter for the residents instead of margarine. Not really feasible due to cost differential.

Discussion of residents being left in dining room alone with their food – safety issue. Also, residents not being taken back to their room directly after finishing their meal – staff may be putting others to bed instead of coming back to get other residents who need to be portered back to their rooms. Results in residents being left sitting in dining room for extended periods of time. Also, some residents are feeling rushed out of the dining room after meals and they may need a longer time to finish their meal.

Bed replacement – will likely start on third floor (Maple). Some old beds will remain in the building during this process to provide spare parts for current beds that are still in use. The bed replacement program will take some time as the project is very expensive and is not part of the operating budget of the Lodge. Fundraising continues to take place.



Discussion of TV services. Residents have expressed dissatisfaction with variety available (i.e. no church services) and difficulty with using the channel selectors. Tom advised that they are continuing to work out the “kinks” and are trying to ensure that each resident who subscribes has the tools to use the new system properly. Channel guide is coming.

4. Round Table: Concerns expressed by Bonnie and Candace that residents are not being changed/toileted for long periods of time (i.e. from 5:30 or 6 a.m. to 1:30 p.m.). This results in skin breakdown, clothing changes etc.

Pam requested Terms of Reference for Family Council. Tom advised they are on the web site. Monthly Activity Schedule is not on web site? Tom advised that it should be there.

Summer meetings: the consensus of the group is that we would like to continue to meet during the summer months.

Pam expressed concern about hand hygiene. Activity staff touching rims of cups without gloves or handwashing. Dawn will remind staff about protocol.

Concern expressed about staff not wearing name tags – Family Council would like to suggest that a member of the nursing management staff attend our meetings on a rotational basis as many of our concerns relate to care issues.

JoAnn Bell would like to be a member of Family Council.

Discussion of Nurse Practitioner. Tom advised that she is only here part-time at the moment and has another position. Family Council members expressed concern that this position is one that is required to ensure timely care for residents and may result in less visits to the hospital.

5. Adjournment – meeting adjourned at 2 p.m.

Next meeting date: Wednesday, June 21, 2017 at noon (Boardroom)

Minutes transcribed by Candace Kaine